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File DCI

DD/A Registry

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27 November 1981

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E.O. 11652
C/NS
[Signature]

MEMORANDUM FOR: Director of Central Intelligence
VIA: Deputy Director of Central Intelligence
FROM: Harry E. Fitzwater
Deputy Director for Administration
SUBJECT: Weekly Report for Period Ending 27 November 1981

1. Progress reports on tasks assigned by the DCI/DDCI:

a. Requests for submissions to be incorporated in a suggested travel reduction plan have been forwarded to various components. Suggested plan due to be forwarded to DCI/DDCI on 15 December. ☐

25X1

b. DDCI's request for action regarding a magazine article has been forwarded to the Director of Security for action. ☐

25X1

2. Items/Events of major interest:

a. During the past week, the Deputy Director of Security for Policy and Management attended a conference at the ☐ He spent a day at the ☐ school discussing a wide range of topics. ☐

25X1

25X1

A9c5.1b

b. On 23 November, the DDA cut the ribbon to formally open the new Language Loft, located in the South Cafeteria. Over 200 students are enrolled in seven language classes held at the Loft. Approximately 150 language students are attending classes in other locations in Headquarters. ☐

25X1

c. All Operations Course students and staff members were in either ☐ 16 - 20 November for the third phase of their final comprehensive exercise. ☐ A9c(11.2)

25X1

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d. Due to the failure of Congress to pass a Continuing Resolution, the Defense Industries Course trip to the Naval Shipyard in Portsmouth on 24 November was cancelled and has been rescheduled for 2 December. ☐

25X1

e. The Intelligence Support Cable was delivered to Secretary of State Alexander Haig ☐ during his 23 - 24 November visit. ☐ A9c4.1

25X1

f. The ☐ in coordination with the Agency, is preparing contingency plans for an orderly evacuation of personnel, personal effects, and communications equipment in the event that the ☐ Council severs diplomatic relations with the U.S. ☐ A9c2.1

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WARNING NOTICE--INTELLIGENCE

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25X1 g. During 9 - 15 November, officers from the Center for Counterterrorism
and Crisis Response (CCCR) presented a course on hostage negotiation techniques 25X1
to members of the [] liaison service in [] During 17 - 20 November, 25X1
these CCCR officers participated in a joint [] military exercise in [] 25X1
involving the hostage rescue forces of both countries. [] A9c2.7 25X1

25X1 i. An FY-82 funding schedule has been forwarded to OMB requesting
approval for the transfer of the Agency's appropriations for the period 21 November -
15 December as provided by Public Law 97-85; transfers under this authority will
total [] A9c(5.1)

25X1 j. Attached herewith is a Working Group memorandum prepared under the
cognizance of the Information Handling Systems Architect concerning user
productivity and support. []

3. Significant events anticipated during the coming week:

25X1 a. The DDA, DDO, C/EAS/OPP, D/OC/DA, and C/IMS/DO will participate in a 25X1
luncheon at Headquarters on 1 December with House Subcommittee on Defense staffers,
Peter J. Murphy and James Van Wagenen, to discuss the []
[]

25X1 b. The quarterly meeting of the SAFE Steering Committee will be held on
2 December at the Pentagon. The Committee is co-chaired by DD/NFAC and a DIA
officer. Committee membership includes the DDA, DDS&T, C/IC Staff, and selected
officials from DIA. []

25X1 c. The President of the McLean Citizens Association requested a briefing
regarding the Master Plan for the proposed new Headquarters building; the briefing
will be provided by the Director of Logistics and the Chief of the Building
Planning Staff on 2 December. []

d. There will be a meeting of the Agency Space Committee on 3 December
to address issues pertaining to the construction of three additional floors to the
NPIC Building. The Committee is chaired by the DDA; Associate Deputy Directors 25X1
and the Deputy Comptroller are members. [] 25X1

/s/ William N. Hart

for Harry E. Fitzwater

Attachment

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